



STATE OF DELAWARE
Child Death, Near Death and Stillbirth Commission

November 20, 2009

FINAL MINUTES

Meeting Date and Time: November 20, 2009 1:00 PM

Meeting Location: Appoquinimink State Service Center

In Attendance:

- **Commissioners:** Dr. Garret H.C. Colmorgen, Ms. Patricia Ciranni, Mr. Malcolm Cochran, Ms. Tania Culley, Ms. Marjorie Hershberger, Dr. Kathy Janvier, Dr. Amanda Kay, Dr. Lani Nelson-Zlupko, Ms. Leslie Newman, Dr. David Paul, Dr. Kevin Sheahan, Dr. Philip Shlossman, Dr. Wendy Sturtz, Ms. Aleks Casper
- **Proxies:** Ms. Patricia Dailey-Lewis, Judge Joelle Hitch, Dr. Nancy Wilson, and Ms. Mary Kate McLaughlin
- **Staff:**
Anne Pedrick, MS, Executive Director
Ashlee Starratt, CDR Specialist
Michael Brown, Office Manager
Angela Birney, Records Technician

Call to Order:

The meeting was called to order at 1:16 PM by Commission Chair, Dr. Garrett H.C. Colmorgen. A quorum was established with 17 members present.

OLD BUSINESS

Minutes:

Upon a motion duly made and seconded, the minutes of the September 11, 2009 meeting were approved without change.

NEW BUSINESS

The commission meeting began with an update on the FY08 & FY09 Annual Report presented by the Executive Director. Commissioners received an e-mail containing the Annual Report for review. All Commissioners were encouraged to provide questions, suggestions and comments pertaining to the report. The Executive Committee put in a tremendous amount of time reviewing the report, providing feedback, changes and additional support. The Executive Director gave recognition to the Executive Committee and the CDNDSC Staff for all of their hard work completing the Annual Report. Any commission members that have changes must submit them by Monday. The report is ready to be sent to the designer for formatting and then on to printing. The printing date still has to be arranged and is still in the works. A press release will be released to the media when the report is made public. The Annual Report will be used as a prevention forum for implementing future action. The report will be sent to OB/GYN physicians highlighting the FIMR section.

Executive Director Report:

Priority Items: CDNDSC will be focusing on the Joint Conference with CPAC, updating the Commission website, and developing the Maternal Death Review Program.

CAN Panel: The CAN Panel is experiencing a significant backlog and dysfunction. Commissioners are asked to consult with their designated CAN panel representatives regarding continued participation on the CAN panel. It is important to have members on the panel who are passionate about the work of the CAN Panel. The Executive Director presented a recommendation to develop a "Recommendation Action Subcommittee". This suggestion was made because the CAN Panel has a lot of good recommendations but they are getting bogged down with editing Commission reports. After the panel has completed a case, the report would be distributed to the recommendation action subcommittee for editing. This step would eliminate many of the questions that are asked in a Commission meeting. It would consist of interested panel members and the panel chairs. Most of the work could be done via e-mail but there would also be the option to meet in person to discuss a particular report. In addition to panel reports, CAPTA reports would also be sent to this subcommittee. **Upon a motion duly made and seconded, the Recommendation Action Subcommittee was approved.**

Other Business:

There was no other business discussed.

Public Comment:

There was no public comment.

Upon a motion duly made and seconded, it was unanimously decided to enter Executive Session.

Upon return to public session, a motion was duly made and seconded and unanimously approved to adjourn at 3:00 pm.